

CITY OF LEBANON PLANNING COMMISSION MINUTES

DATE: January 19, 2016

TIME: 7:00 p.m.

Members present were Richard Fair, Michael Murphy, Tom Miller, Kevin Glardon, Amy Brewer, Mayor and Pat Clements, City Manager. Also present was Samuel L. Hill, City Planner and Stephen Kaiser, City Council Member.

ELECTION OF OFFICERS

The first order of business was the election of officers, Chairman and Vice-Chairman of Planning Commission.

A motion was made by Mr. Glardon and seconded by Mrs. Brewer to nominate Richard Fair as Chairman of Planning Commission.

A motion was made by Mr. Glardon and seconded by Mrs. Brewer to nominate Michael Murphy as Vice-Chairman of Planning Commission.

By a unanimous vote, Mr. Fair was elected Chairman of Planning Commission and Mr. Fair was elected Vice-Chairman of Planning Commission by affirmation.

CONSIDERATION OF MINUTES

The next order of business was the consideration of the minutes for the meeting of December 15, 2015.

Without objection the minutes were approved.

SUBDIVISION – North Broadway Commons – 511 N. Broadway

The next item of business was a subdivision plat (North Broadway Commons) submitted by William J. Ellison, on behalf of the City of Lebanon, to consolidate five separate lots of record at 511 N. Broadway, creating a 6.4 acre lot. After staff summarized this agenda item, a motion was made by Mrs. Brewer and seconded by Mr. Miller to recommend approval to the City Council for the subdivision plat at 511 N. Broadway, subject to the following conditions:

1. All plan corrections as required in the City Planner's memo dated January 7, 2016 shall be provided on revised plans for final staff approval prior to being forwarded onto the City Council for review.
2. The replat shall be recorded within sixty (60) days from the date of approval by Lebanon City Council, as listed in Section 1117.04 (a)(4) of the Subdivision Regulations.
3. A reproducible Mylar of the recorded plat shall be provided to the City of Lebanon.

Upon calling the roll, the motion was unanimously approved.

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ZONING AMENDMENTS – 2016 Zoning Code Update

The next item of business was proposed text amendments, initiated by City staff, to the following chapters of the zoning code listed below, in order to meet current conditions, modern design and land use practices, concepts and ideas.

Chapter 1130 General Provisions

Chapter 1132 Development Review Procedures

Chapter 1133 Zoning Districts and Use Regulations

Chapter 1134 Site Development Standards

Chapter 1135 General Development Standards

Chapter 1136 Architectural Design Standards

Chapter 1137 Parking, Loading, and Access Control

Chapter 1138 Landscape and Buffering

Chapter 1139 Signs

Chapter 1142 Rules of Construction, Interpretation, and Definitions

After staff summarized this agenda item, the board had specific questions about the landscape requirements. Mr. Miller asked staff if there was a need to reduce the landscape requirements. Staff replied yes, based on the fact that the majority of nonresidential projects have requested approval of a modified landscape plan. Mr. Murphy indicated he was supportive of a reduction in the amount of plantings; however, he wanted staff to further investigate the average reduction based on modified landscape plans approved since the inception of the current regulations. Mr. Murphy added he thinks there is a larger reduction in shrubs versus the reduction in trees. Based on staffs proposed reduction, the numbers were based on the average number of plantings reduced by the board. The board overall agreed staff should further investigate the numbers and report back. The next discussion item was the percentage of an expansion that would classify a project as a minor or a major site plan. Mr. Fair was concerned with increasing the percentage from 20% to 35% was too high depending on the size of a building. Mr. Miller and Mr. Murphy agreed that on larger buildings, this could be a very large expansion that should be reviewed by the board. Staff indicated the modification was based on economic development as feedback received from the business users was the same. Staff indicated, in order to stay competitive with surrounding jurisdictions there needs to be an expedited process that will allow businesses to grow and not feel like the time constraints related to approval are overbearing. Mr. Miller asked Mr. Clements if he had any feedback and/or how he felt about the process. Mr. Clements indicated the majority of the code updates were generated based on feedback that was received from its commercial and industrial users. Mr. Fair also had questions regarding a regulation regarding parking vehicles within a landscaped area. Mr. Murphy stated he interpreted it as vehicles should not be parked on the grass but thought it could be written better. Staff concurred with Mr. Murphy's interpretation and intent of the language and agreed to revise to make it easier to understand. After the discussion a motion was made by Mrs. Brewer and seconded by Mr. Murphy, to table the case until the next available meeting to perform further edits.

Upon calling the roll, the motion was approved unanimously.

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WORK SESSION

There was a discussion regarding the Lebanon Library's and Warren County Historical Society's future plans for expansion to its property. Ms. Julie Sanvidge, on behalf of the Lebanon Library, and Mr. Bill Duning, on behalf of the Warren County Historical Society addressed the board related to future plans.

Ms. Sanvidge discussed the library's overall vision for the property, including demolition of the properties along Sycamore Street for expansion of the existing off-street parking. Ms. Sanvidge indicated based on the preferred concept plan, the library would like to demolish the properties at 12 and 14 South Street. Ms. Sanvidge cited line-of-sight/safety concerns with the existing alley if this were to become the main ingress/egress as discussed with City staff. Mr. Neil Tunison, Warren County Engineer, indicated the alley needed to be widened and the properties should be demolished in his professional opinion based on the engineering of the access to accommodate widening for 2-way traffic.

Mr. Miller and Mr. Murphy indicated they did not believe an application for demolition of 12 and 14 South Street would meet the criteria as listed in the zoning code. Mr. Murphy encouraged the engineer or other professionals to explore other options for an access drive that would preserve the structures. Mr. Miller also mentioned he voted no on the previous demolition permit application submitted by the Library as he felt it did not meet the criteria for approval.

Mr. Duning indicated the plans for the Warren County Historical Society to enhance the entrance off of the alley for ADA accessibility. Mr. Murphy indicated it is challenging and sometimes impossible for a person with disabilities or in a wheelchair to climb the stairs on the Broadway entrance to the building. Mr. Duning stated that's the purpose for creating the entrance off of the alley to serve as the primary entrance. Mr. Murphy disagreed with the idea of making the rear the main entrance for patrons.

Mr. Fair indicated there are some challenges to overcome as some of the board members don't believe the information as presented meets the requirements for approval; however, the next step would be to submit a formal application and provide the necessary information for the board to review and make a decision.

OTHER BUSINESS

Staff noted there were no cases for the February 16, 2016 meeting; therefore, the meeting was cancelled due to a lack of agenda items.

There being no further business, the meeting was adjourned.

SECRETARY – PLANNING COMMISSION

CHAIRMAN – PLANNING COMMISSION